



# Sedlescombe Parish Council

## Minutes of the **Meeting of the Parish Council**

held on Tuesday 19<sup>th</sup> March 2024 at 18:30 in Committee Room 2 of Sedlescombe Village Hall

### **Present:**

Cllr. Pauline Glew (PG), Cllr Jonathan Vine-Hall (chair) (JVH), Cllr David Caney (DC), Cllr Nikki Moore (NM), Cllr. Jackie Saull-Hunt (JSH), Cllr. Lindy Latreille (LL), Cllr Keith Saunders.

Mrs Jackie Scarff (Clerk/RFO)

District & County Cllr. Carl Maynard (part time)

### **Public participation session re matters on the Agenda at the Chairman's discretion.**

There were no members of the public(MOP) who spoke at the relevant part of the meeting.

### **End of public participation.**

Item	Item (C23.)	
47	<b>To receive and accept Apologies (LGA 1972 s85 (1))</b> There were no apologies	
48	<b>Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct</b> <b>To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result.</b> There were no interests to declare. <b>To grant any requests for dispensation as appropriate.</b> There were no requirements to grant any dispensations.  <b>Reminder any changes to register of interests should be notified to the clerk.</b>	
49	<b>To consider candidates for co option.</b> This item was deferred and will be considered at an extra ordinary meeting.	
50	<b>To receive questions from members on reports from the District and County Councillors.</b> CM had submitted a report. There were no questions.	
51	<b>To receive the minutes of the previous meeting held on 16<sup>th</sup> January 2024, to approve these minutes and authorise the chairman to sign them as a correct record.</b> <b>Resolved</b> that the chairman is authorised to sign the minutes held on 16 <sup>th</sup> January 2024 as a correct record.	
52	<b>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</b> 'That under the Public Bodies (Admission to Meetings) Act 1960 S1(2), the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'  There was no requirement to pass this resolution.	
53	<b>To discuss a request to lower the trees in Red Barn Field (RBF) along Balcombe Green.</b> <b>Resolved:</b> The clerk was to feedback to the contractor that as it was now growing and bird nesting season this should be delayed until the autumn.	
53	<b>To discuss the village geese and increasing the flock and agree any actions required.</b> The clerk explained that she had spoken to the person who looks after the geese. There is a plan in pace to protect any goslings that hatch this year and to create a pond for the geese to use.	

	<p><b>Resolved:</b> The council agreed that they would like to support the creation of a pond for the geese and would contribute £200 towards it.</p>	
54	<p><b>To consider a request from a member of the history group to publish three pdfs that describe past parish council business.</b></p> <p><b>Resolved</b> The cllrs were happy for the documents to be published.</p>	
55	<p><b>To hear an update from the Sports Executive meeting and agree any actions required.</b></p> <p><b>Resolved</b> that the budget be agreed and added to the full council budget in order to calculate the precept.</p>	
56	<p><b>To present the current outstanding resolutions and agree any actions required.</b></p> <p>There is no new news regarding the pole on The Green. The dealings with S E Water concerning Riverside Recreation Ground will now be passed to the solicitors. Further updates to the website have been done and it will continue.</p>	
57	<p><b>To hear an update on the traffic calming project and agree any actions required.</b></p> <p>DC reported that he would like to see a change to feature 4 in order to slow the traffic coming down the hill, which the designer has said they will do. DC reported that the topographical survey needs to be done to progress the project and draft a full design. The quote received is £2,999</p> <p><b>Resolved:</b> The survey should be commissioned and paid for from CIL money.</p>	
59	<p><b>Finance and Audit</b></p> <p><b>To receive the monthly statement of accounts to 31<sup>st</sup> December 2023 for noting.</b> This was circulated ahead of the meeting and noted.</p> <p><b>To receive the bank reconciliation to 31<sup>st</sup> December 2023 for noting.</b> The bank reconciliation for Unity Trust bank was circulated before the meeting and it was noted that it reconciles to zero with the balance as at 31<sup>st</sup> December 2023 showing £69,381.68 held at Unity Trust Bank.</p> <p><b>To receive a list of payments falling due and made in advance of the meeting to be approved.</b> Nothing to report.</p> <p><b>To receive a list of payments to be approved.</b> The payments were approved as presented. The report had been circulated in advance and was noted.</p>	
60	<p><b>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</b></p> <p><b>Red Barn Field</b> – this was discussed during the meeting. <b>Sedlescombe Jobs Network</b> - Nothing to report</p>	
61	<p><b>Date of next meeting.</b></p> <p><b>To note the date of the next meeting is the Finance Executive Committee meeting on Tuesday 20<sup>th</sup> February 2024 at 6.30pm CR2.</b></p>	

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**Sedlecombe Parish Council**

**Bank - Cash and Investment Reconciliation as at 29 February 2024**

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	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/03/2022 Current Bank A/c Barclays	71,765.67
2	17/11/2022 Barclays Active Saver	80.21
3	31/01/2024 West Brom Savings Account	23,172.63
5	30/11/2022 Lloyds	100.00
6	29/02/2024 Unity Trust	57,229.17
		<b>152,347.68</b>
<u>Receipts not on Bank Statement</u>		
0	29/02/2024 All Receipts Cleared	0.00
		<b>0.00</b>
<b>Closing Balance</b>		<b>152,347.68</b>
<u>All Cash &amp; Bank Accounts</u>		
1	Barclays Current Bank A/c	71,765.67
2	BarclaysActive Saver	80.21
3	West Bromich	23,172.63
5	Lloyds Bank	100.00
6	Unity Trust Bank	57,229.17
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>152,347.68</b>

**Bank Reconciliation Statement as at 29/02/2024  
for Cashbook 6 - Unity Trust Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust	29/02/2024		57,229.17
			<u>57,229.17</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			57,229.17
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			57,229.17
		<b>Balance per Cash Book is :-</b>	<b>57,229.17</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

**Bank Reconciliation up to 29/02/2024 for Cashbook No 6 - Unity Trust Bank**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
07/01/2024	RDC Lotter		5.00	5.00		R <input type="checkbox"/>	Receipt(s) Banked
07/01/2024			-5.00	-5.00		R <input type="checkbox"/>	Receipt(s) Banked
13/01/2024	DD	171.22		171.22		R <input type="checkbox"/>	NEST Pensions
13/01/2024	DD	-171.22		-171.22		R <input type="checkbox"/>	NEST Pensions
05/02/2024			300.00	300.00		R <input type="checkbox"/>	Receipt(s) Banked
07/02/2024			1,820.42	1,820.42		R <input type="checkbox"/>	Receipt(s) Banked
07/02/2024			5.00	5.00		R <input type="checkbox"/>	Receipt(s) Banked
13/02/2024	DD	171.22		171.22		R <input type="checkbox"/>	NEST Pensions
20/02/2024	SO	778.94		778.94		R <input type="checkbox"/>	Clerk
21/02/2024	BACS	592.80		592.80		R <input type="checkbox"/>	AB Fire & Security
21/02/2024	BACS	187.97		187.97		R <input type="checkbox"/>	Rother District Council
21/02/2024	BACS	104.90		104.90		R <input type="checkbox"/>	Clerk
21/02/2024	BACS	3,598.80		3,598.80		R <input type="checkbox"/>	Evans & Langford
21/02/2024	BACS	131.25		131.25		R <input type="checkbox"/>	Joanne Oliver Domestic
21/02/2024	SO	65.28		65.28		R <input type="checkbox"/>	Uniserve (South East) Ltd
23/02/2024	BACS	452.90		452.90		R <input type="checkbox"/>	Wright Plumbing & Heating
26/02/2024	DD	21.95		21.95		R <input type="checkbox"/>	Eslip Payroll
26/02/2024			100.00	100.00		R <input type="checkbox"/>	Receipt(s) Banked
29/02/2024	DD	268.38		268.38		R <input type="checkbox"/>	Utility Warehouse Ltd
		<u>6,374.39</u>	<u>2,225.42</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

## Unity Trust Bank

Payments made between 01/03/2024 and 31/03/2024

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
20/03/2024	Castle Water	BACS	299.86			4530 125	299.86	Pavilion Water
20/03/2024	Clerk	BACS	430.27		15.58	4000 110	336.78	Wage recon to 20 Feb 2024
						4170 110	6.67	Mobile Phone
						4150 110	71.24	Hard Drive
20/03/2024	Uniserve (South East) Ltd	BACS	326.40		54.40	4180 110	272.00	Inv uni33656
<b>Total Payments:</b>			1,056.53	0.00	69.98		986.55	